

BY-LAWS
OF THE
WEST VIRGINIA
STATE POMONA
AND
SUBORDINATE GRANGES
PATRONS OF HUSBANDRY



1909



W. V. A. STATE GRANGE
PATRONS OF HUSBANDRY

WEST VIRGINIA STATE POMONA AND SUBORDINATE GRANGES

P. of H.

CONSTITUTION

The Constitution of the National Grange
P. of H., Adopted as the Constitu-
tion of the State Grange of
West Virginia.

BY-LAWS

Adopted January 1908.

Article I.—Title.

This Grange shall be known and designated as the "West Virginia State Grange, Patrons of Husbandry."

Article II.—Members.

Section 1. Representatives in the State Grange shall consist of the acting Masters of Pomona and subordinate Granges, and their wives or husbands, if Patrons, or any fourth degree member of the same sex, who may be elected a delegate in his or her stead.

Sec. 2. Each subordinate Grange representative shall have power to cast his or her proportional part of one vote for each subordinate Grange in his county, entitled to be, but not represented.

Sec. 3. The Delegates shall be chosen at the last meeting of the subordinate Granges preceding the meeting of the State Grange. A certificate of such election, attested by the Master and Secretary, with seal of the Grange attached, shall be presented to the committee on credentials at State Grange meeting.

Sec. 4. No subordinate Grange shall be entitled to representation in the State Grange whose dues are unpaid for more than four quarters.

Article III.—Officers.

Sec. 1. The officers of this Grange and their duties shall be the same as provided for in the Constitution of the National Grange.

Sec. 2. Vacancies by death or resignation shall be filled at the next regular meeting. All elections shall be by ballot, and a majority shall elect.

Sec. 3. Master—It shall be the duty of the Master to open and preside at all meetings of the Grange, to see that all the officers and members of committees properly discharge their duties, to see that the Constitution and By-Laws of the National Grange and the State Grange and the usages of the Order, are observed and

Debated; and to perform all other duties properly pertaining to his office. The Worthy Master may attend the meetings of the Executive Committee; take part in their deliberations and bring before them any suggestions for the good of the Order; but is not entitled to vote except in case of a tie.

Sec. 4. Overseer—It shall be the duty of the Overseer to assist the Master in preserving order, to preside over the Grange in the absence of the Master; and in case of a vacancy in the office of Master, to fill the same until the next annual meeting.

Sec. 5. Lecturer—It shall be the duty of the Lecturer to visit as many Granges and deliver as many addresses as practicable. But he must report the probable amount of his expenses to the Executive Committee, and obtain their consent before expending the money of the State Grange. He shall also report annually to the State Grange the amount of his labors, to be accompanied with an itemized statement of expenses.

Sec. 6. Secretary—The Secretary shall keep an accurate record of the proceedings of the Grange; make out all necessary return to the National Grange; keep the accounts of the Subordinate Granges with the State Grange, and pay over, in thirty days, to the Treasurer all money coming into his hands, and take a receipt for the same.

He shall make a quarterly report in writing, to the Executive Committee, of all matters and moneys which may come into his hands, and a full list of the Sub-ordinate Granges in the State up to date of said report, and the name and address of each Master, Lecturer and Secretary.

He shall also, at the end of each fiscal year, make a tabulated statement giving the number of members of each Grange and the sum paid by each during the year. Said statement to be presented at each State meeting and printed with the proceedings.

Sec. 7. Treasurer—It shall be the duty of the Treasurer to receive all moneys, giving his receipt for the same, to keep an accurate account thereof, to pay promptly all orders which may be drawn upon him by proper authority; to render in writing a quarterly report to the Master of all moneys received and paid out; to render in writing a full report for the year at the annual meeting of the State Grange, and to deliver to his successor in office all money, books and papers belonging or appertaining to his office.

Sec. 8. The Executive Committe of the State Grange shall consist of two members and a Chairman, to be elected by ballot to hold office for three years, one to be elected at each annual meeting two of whom shall constitute a quorum. It shall have authority to act on all matters of interest to the Order when the State

Grange is not in session. But the Executive Committee of a Grange, National, State Pomona or Subordinate, cannot act authoritatively for the Grange between Grange sessions without the approval of the Master. It shall provide for the welfare of the Order in business matter; make all necessary arrangements for sales and purchases; examine all the books and accounts of all officers; audit and pass all accounts; inspect and direct all matters as to printing records and by-laws, and shall make on the first day of each regular annual meeting of the State Grange, a full and detailed report of all its proceedings, itemizing and aggregating all orders drawn by their order upon the Treasurer.

Article IV.—Deputies.

Sec. 1. The Master of the State Grange shall appoint County and General Deputies whenever deemed necessary. Said appointments shall expire with the following State Grange session. The Master shall notify the Secretary of the State Grange of all such appointments. Retiring Deputies shall promptly forward to the Master of the State Grange all property in their hands pertaining to their offices.

Sec. 2. It shall be the duty of the Deputies to carefully guard the interests of the Order, to organize and instruct new Granges, and to see that the laws and usages of the Order are observed within

their jurisdiction; to lecture Granges and install officers when called upon; to make prompt reports to the Master of all Granges organized, and any violations of the laws of the Order. Any failure to comply with these duties shall be good cause for removal.

Sec. 3. It shall be the duty of every county deputy to visit every working Grange in his county once each year, at a regular or special meeting which has been called for that purpose, at which he shall instruct the members in the unwritten work, the principles of the Order, etc. For this work he shall receive one dollar and fifty cents from the subordinate Grange visited. He shall report to the Secretary of the State Grange said visit.

Sec. 4. When a Grange is organized or reorganized by a Deputy it shall be his duty to attend a second meeting of said Grange as soon as they have had time to procure the manuals, and fully instruct them in all the usages of the Order. He need not report the organization until after the second or third meeting. The Deputy shall receive as compensation for his work all that part of the initiation and reinstatement fees due the State Grange up to the time the Grange is reported to the State Grange Secretary, which shall not be later than the third consecutive meeting which he has attended, and when reported, the Deputy shall report amount collected to Secretary of State Grange.

Sec. 5. For every Grange reorganized the National Grange will pay two dollars and fifty cents, and for every new Grange organized it will pay five dollars to the deputy doing the work.

Sec. 6. For every Grange organized or reorganized and visited and instructed the second or third time, the State Grange will pay two dollars and fifty cents to the deputy when the same has been properly reported to the State Secretary.

Article V.—Applications.

Sec. 1. Applications for membership shall be by petition to the Subordinate Grange nearest the residence of the petitioner. But any Grange may admit an applicant as member, by consent of the Grange in the jurisdiction of which he or she may reside.

Sec. 2. Any member who is in good standing, clear on the books of his Grange, and has attained the fourth degree, is entitled to a Limit or Withdrawal Card, as a matter of right. Persons bearing the former may be admitted, without additional fees, to membership in another Grange, by a majority vote.

Sec. 3. A withdrawal shall be held to mean a total severance of membership from the Order.

Sec. 4. All officers and members are amenable to their respective Granges subject to the rules of the Order.

Sec. 5. No member of a Subordinate

Grange can be in good standing whose dues are unpaid for more than four quarters. Members dropped for non-payment of dues may be reinstated by a majority vote and the payment of 50 cents by men and 25 cents by women.

Sec. 6. No Subordinate Grange shall be formed within five miles of another Grange already organized unless by permission of said Grange or the Executive Committee of the State Grange.

Article VI.—Committees.

Sec. 1. On the first day of every annual meeting of the State Grange, or any special meeting thereof, the Worthy Master shall appoint the following committees of three members each, viz.:

- 1.—Credentials.
- 2.—Order of Business.
- 3.—Reports of Officers.
- 4.—Publication.
- 5.—Finance.
- 6.—Good of the Order.
- 7.—Co-operation.
- 8.—By-Laws.
- 9.—Experiment Station.
- 10.—Farmers' Institutes.
- 11.—College of Agriculture.
- 12.—Transportation.
- 13.—Claims and Grievances.
- 14.—Agriculture.
- 15.—Public Roads.
- 16.—Education.
- 17.—Resolutions.

Sec. 2. At the close of each session of the State Grange, the Worthy Master shall appoint a standing "Legislative Committee" of three members who shall serve until the close of the next session of the State Grange, and to which it shall make full and complete report of all its acts.

Article VII.—Meetings.

Sec. 1. The State Grange shall hold its regular annual meeting at such time and place as the Grange or Executive Committee may from time to time determine. Special meetings may be called by the Worthy Master with the approval of the Executive Committee, by giving written notice to each Subordinate Grange thirty days preceding, or by a vote of the Grange at regular meeting.

Sec. 2. Representatives of one-fifth of all the Subordinate Granges in the State entitled to representation shall constitute a quorum.

Sec. 3. All officers and members of the State Grange shall wear the regulation badge during the session of the Grange.

Article VIII.—Expenses of Delegates.

Subordinate Granges shall defray the expenses of their Delegates to the State Grange; but the State Grange shall pay the expenses of its own officers.

Article IX.—Quarterly Dues.

Sec. 1. Subordinate Granges shall pay to the State Grange six cents per quarter for each member carried on their rolls who is not more than four quarters delinquent.

Sec. 2. The Secretary shall see that the quarterly dues of the Subordinate Granges are promptly paid, and if dues remain unpaid two quarters the delinquent Grange shall be reported to the Master of the State Grange. On receiving such notice, it shall be the duty of the Master to warn the delinquent Grange, and if the dues are not paid by the end of the fourth quarter such Grange shall be declared dormant by the Master of the State Grange.

Article X.—Appeals.

Questions of administration and jurisprudence arising in and between Subordinate Granges and appeals from the action and decision thereof, shall be referred to the Master of the State Grange.

Article XI.—Property.

All books, papers, seal and charter of Subordinate Granges shall be surrendered to the Secretary of the State Grange within three months after a Grange has ceased to work; other property to be disposed of at the option of the members.

Article XII.—Complaint.

Sec. 1. If any brother or sister resorts to litigation against any brother or sister, without first having used any available means in his or her power to make an amicable adjustment of their difficulties, he or she shall be expeled from the Order.

Sec. 2. It is further provided that if any member of our Order shall reflect disgrace upon the same by grossly immoral or improper conduct, or if his acts show him to be in sympathy with our enemies, and to be disposed to obstruct or defeat the work of our Order, such person shall be adjudged to have forfeited membership, and upon proof being made shall be expelled from our Order.

Sec. 3. Upon the filing with the Master of a Subordinate Grange of the complaint of five members, especially charging that any member of his Grange is guilty of violation of any of the provisions of Sections 1 and 2 of this article, it shall be his duty to investigate, without delay, the grounds upon which such charges are made, using reasonable diligence to bring the offender to trial thereon, notifying said complainants of the time and place at which said investigation will be held.

Sec. 4. It is further provided that should any Subordinate Grange, with which complaint is filed, as provided in Section 3 of this Article, refuse to entertain said complaint or neglect to bring its

accused member to speedy trial thereon, the case may be appealed to the State Grange for trial.

Article XIII.—Salaries.

Sec. 1. The Master shall receive all necessary traveling and other expenses when on duty for the Grange, and also stationery, postage and office expenses.

Sec. 2. The Lecturer shall receive all necessary expenses, when on duty for the Grange.

Sec. 3. The Treasurer shall receive office expenses and may be required to give bond in the sum of one thousand dollars for the faithful discharge of his official duties.

Sec. 4. The Secretary shall receive a salary of \$100.00 per year and all office expenses, and shall give bond in the sum of one thousand dollars, to be approved by the Executive Committee.

Sec. 5. The members of the Executive Committee shall receive all necessary expenses while on business for the Grange.

Article XIV.—Fees.

Sec. 1. The initiation fee shall be one dollar for men and fifty cents for women.

Sec. 2. Every member reinstated in a Subordinate Grange shall pay a fee of 50 cents for men and 25 cents for women.

Sec. 3. Reorganized Granges may be composed entirely of old or of new mem-

bers or partly of old and partly of new members.

Sec. 3. The Secretary of each Subordinate Grange shall send to the Secretary of the State Grange, with his quarterly report fifty cents for each man and twenty-five cents for each woman initiated, and 25 cents for each man and $12\frac{1}{2}$ cents for each woman reinstated during the quarter for which he is reporting.

Sec. 4. When a Grange is organized one-half of the fees for initiation and reinstatement goes to the State Grange and should be paid to the Deputy.

No part of the fees paid by the charter members of a new Grange goes to the State Grange.

Article XV.—Amendments.

These By-Laws may be amended at any regular meeting of the State Grange by a two-thirds majority vote, and at the next regular meeting a majority vote shall adopt.

CONSTITUTION AND BY-LAWS FOR THE GOVERNMENT OF POMONA GRANGES.

Constitution.

The Constitution of the National Grange and the "Plan for District Granges" recommended by the National Grange, shall

be the Constitution of this Grange. (Digest, pages 12 to 28.)

Pomona Granges.

Two or more subordinate Granges may organize a Pomona Grange, in a district composed of more than one county, but not more than one Pomona Grange can be organized in the same county.

Charters.

Charters for Pomona Granges, under regulations prescribed by the National Grange, shall issue from the State Grange. Applications for charter must be accompanied by a fee of \$1.00. (Digest, page 25.)

BY-LAWS.

Title.

Sec. 1. This Grange shall be known and designated as _____ Grange No. ____, P. of H., and shall be composed of all the subordinate Granges in _____ count (y or ies.)

Membership.

Sec. 2. Masters and Past Masters of subordinate Granges, and their wives or husbands, who are fourth degree members in good standing, and such fourth degree members as may be recommended as being in good standing by the subor-

dinate Grange, on filing an application in due form, accompanied by such recommendation, shall on being duly elected, be entitled to the degree of Pomona, and membership in the county or district Grange. It shall require three negative votes to reject.

Officers.

Sec. 3. The officers of the Pomona Grange shall be the same as in the subordinate Grange. They shall be chosen at the last regular meeting in each year, and installed at the same meeting, or as soon as practicable thereafter.

Meetings.

Sec. 4. This Pomona Grange shall meet once in three months, and may hold intermediate meetings as often as may be deemed necessary for the good of the Order.

Fees for Membership.

Sec. 5. The minimum fee for membership in this Pomona Grange shall be 25 cents for men and 10 cents for women.

Dues.

Sec. 6. The minimum of dues shall be 5 cents per quarter for each member, payable quarterly.

Sec. 7. The Secretary of the Pomona Grange shall report quarterly to the Sec-

retary of the State Grange in the same form and manner as for the Subordinate Granges, and pay a quarterly due of two cents for each member, to the State Grange.

Sec. 8. No members shall be entitled to vote in this Pomona Grange whose due are not paid up to date and all members shall be dropped from the roll who are four quarters behind.

Amendments.

Sec. 9. These By-Laws may be amended at any regular meeting of this Grange by a two-thirds majority vote, and at the next meeting a majority vote shall adopt

BY-LAWS FOR SUBORDINATE GRANGES.

The following By-Laws for Subordinate Granges was prepared by the State Grange, and for the sake of uniformity it is hoped that every Subordinate Grange will adopt them:

By-Laws of
Grange No.

Article I.

Sec. 1. This Grange shall be known and designated as
Grange No. of the County of and State of West Virginia.

Sec. 2. The regular meetings of this Grange shall be held on of each month, at o'clock

Sec. 3. Special meetings may be called by the Grange, by the Master, or by any three members in good standing, when deemed necessary for the good of the Grange.

Sec. 4. Seven members shall constitute a quorum for the transaction of business, but a less number may adjourn from time to time.

Sec. 5. The Grange shall be opened at the appointed time, in the fourth degree, if a quorum be present.

Article II.—Officers.

Sec. 1. The officers of this Grange shall be chosen annually, at the regular meeting in December, and installed at the regular meeting in January. All elections shall be by ballot.

Sec. 2. Master—It shall be the duty of the Master to preside at all meetings of the Grange; to see that all laws of the Order are respected; to sign all orders drawn on the treasurer, with the consent of the Grange, and perform such other duties as may be required by the laws of the Order.

Sec. 3. Overseer—It shall be the duty of the Overseer to assist the Master in preserving order and decorum in the

Grange; preside in the absence of the Master, and perform all other duties properly devolving upon that office.

Sec. 4. Lecturer—It shall be the duty of the Lecturer to always be prepared with some useful information to read, or cause to be read, when no regular business is before the meeting, and see particularly that all addresses, lectures and other information provided for the good of the Order and members of this Grange are distributed to them.

Sec. 5. Steward—It shall be the duty of the Steward to have charge of the inner gate; to see that the field is properly prepared for labor; the working tools in their places; to conduct the ballot; to provide for the introduction and accommodation of candidates.

Sec. 6. Asst. Steward—It shall be the duty of the Assistant Steward to have charge of the candidates during initiation, and to see that the regalias are properly distributed and cared for; also to give all due assistance to the Steward.

Sec. 7. Treasurer—It shall be the duty of the Treasurer to receive all moneys from the Secretary; to keep an accurate account of said moneys, and pay them out on the order of the Master with the consent of the Grange; to render his books and a statement of his accounts with the Grange to the Finance Committee when called upon to do so; and to deliver to his successors all moneys, books, vouchers, etc.,

having reference to the finances of the Grange.

He shall be required to give bond in such sums as the Grange may from time to time determine.

Sec. 8. Secretary—It shall be the duty of the Secretary to record accurately all the proceedings of the Grange; to make out all necessary returns for the State and National Grange; to keep accurate accounts of members with the Grange; to receive and pay over to the Treasurer all moneys at the close of each meeting, taking his receipt therefor; to draw and countersign all orders voted by the Grange and to perform such other duties as may devolve upon that office.

He shall at the end of each quarter make out duplicate reports of the amount due the State Grange for membership dues and fees for said quarter. These shall be signed by the Master and the Secretary, and stamped with the seal of the Grange; one copy to be filed with the papers of the Grange, and the other to be forwarded to the Secretary of the State Grange within three days after the close of the quarter.

He shall also draw the money due the State Grange from the Treasury of his Subordinate Grange, and transmit the same with the report to the Secretary of the State Grange.

Sec. 9. Gate Keeper.—It shall be the duty of the Gate-Keeper to see that the gates are properly guarded, and to perform such other duties as may be required.

Article III.

Sec. 1. Application for membership must be made in the form prescribed by the National Grange.

Sec. 2. The fees for conferring the four degrees on men shall be \$1.00 and on women 50 cents, the money to accompany the application in all cases.

Sec. 3. The regular dues of this Grange shall be 10 cents per month for each member.

Sec. 4. A member failing to pay dues for two quarters shall be notified by the Secretary, and if the delinquency is not paid by the end of the fourth quarter the member is suspended.

Sec. 5. A member having been dropped from the roll for non-payment of dues may be reinstated by a majority vote and paying 50 cents for men and 25 cents for women.

Sec. 6. A suspended, dropped or expelled member shall not be entitled to any of the advantages or privileges of the Order, nor to attend the meetings of any Grange.

Article IV.

Sec. 1. If at any time it shall appear that a member, by his or her conduct, either moral or other, shall be working against the best interests of the Order, charges may be preferred against the offending member in accordance with the provisions of the following section:

Sec. 2. No member of this Grange shall be suspended or expelled for other cause than non-payment of dues, unless charges be preferred in writing, duly specifying the offense presented by a member in good standing, and the accused being allowed full opportunity to make defense.

Sec. 3. Any member desirous of withdrawing from this Grange must pay all indebtedness thereto and obtain the consent of the Grange.

Article V.

Sec. 1. No member of this Grange shall resort to law with other member of the Grange without first submitting their differences to this Grange in session, and seeking to have the same amicably settled by arbitration.

Sec. 2. All propositions to amend or repeal these By-Laws must be presented in writing at a regular meeting, and lie over until the next regular meeting, when they may be amended by two-thirds of all the members present.



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